Aaron Wicks Jarle Crocker Monique Alcantara Ann Sirois

Barbara Mooney Krista Heineman Roger McCann Katy Kujawski

Beverly Buchanan Laura White Kris Schoenow Jenae Bjelland

Dan Leppo Lauren Suwansupa Steven Geller Pamela Harrison

Frances Yator Maribeth Scheber-Rhemrev Sukie Montes Lise Stuart

Georjean Trinkle Marvin Cox Tiffany Keimig Eric Behna

Trudy Logan Veronica Zhang Megan Meadows Dakota Hayes

Muska Kamran Joseph Vaughn Matt Fitzgerald Josiah Masingale

# Action Items:

* NASCSP and OCS will review Modules 1 and 3.
* OCS will submit updated clearance package to OMB in May 2019.
* NASCSP is creating a Conference Planning Committee with the DATA TF.
* DATA TF in-person meeting will be July 31-August 1 at NASCSP office in Washington, D.C.

# Summary:

* Welcome to our new DATA TF members!
  + Ann Sirois from Massachusetts
    - Director of Planning and Quality Improvement; Community Teamwork.
      * In her role for 6 years.
    - Served 17 years in nonprofits.
    - CAA and Housing Agency.
    - Experienced working with data and finds it interesting. Ann wishes to contribute to the work done here with the data on the TaskForce.
  + Megan Meadows from Ohio
    - From the State Office and has been there for 3 years.
    - Previously worked with a CAA.
      * State Office is responsible for CSBG, as well as the State Energy Programs.
    - Data is very important to Megan and she wants to be able to contribute to the story that the data tells.

## OMB Clearance Update

* OCS stated that they the current clearance for the Annual Report expires January 31, 2020.
* Updated clearance is needed in order to submit FY 2019 data in OLDC on March 31, 2020.
  + OCS will submit updated clearance package to OMB in May 2019.
    - New clearance will cover FFY2019-2020- This will be the FIRST PHASE.
    - These will include technical updates only; typos, language, etc.
    - Call with DATA TF in early May to help with messaging on the Clearance Process.
* Phase 2 Clearance- data collection for FY2021
  + Begins late 2019-early 2020.
  + Also include non-technical changes.
  + Revisions to Modules 2-4 will be included.
  + All states will move to the federal reporting period.

## Reporting Updates

* States have successfully uploaded data and OCS is working with states on technical issues.
* OCS has learned a lot that will help the process going forward to improve guidelines in the future.
* OCS and NASCSP will review Modules 1 and 3 on May 1st
  + Then will follow up with Modules 2 and 4.
* Because this is a T&TA year for module 3, OCS and NASCSP are planning to review submissions and work with states over the course of the year in anticipation of FY19 submissions.

## Conference Session

* The DATA TF session at the conference will be a one-hour session which will be led by the DATA TF.
  + Fantastic opportunity to put have a more visible presence to our members and Network.
  + Looking to create a Conference Planning Committee with the DATA TF.
    - Who is interested?
      * If you cannot attend, we will still value your help in planning and development.
      * NASCSP Staff and OCS can help develop a letter for members to use at their office to more efficiently and effectively request approval for attending.
      * Laura White; Texas- interested
      * Kris Schoenow; Michigan- interested
      * Jarle Crocker; CAP- interested
        + Also able to facilitate a DATA TF opportunity at CAP’s Conference in Chicago.
      * Josiah Masingale; Colorado, is interested in assisting with both conferences even if unable to attend either conference.
  + NASCSP’s time-table for sessions and descriptions in in Early May as the Go-Live for the website will be May 5th.

## In-Person Meeting Updates

* DATA TF in-person meeting
  + July 31st and August 1.
  + 8:00am on July 31 to 2pm August 1st.
  + Washington, D.C.- NASCSP office.
  + Details and draft agenda are coming along and will be sent out shortly.
* Meeting Goal for In-Person meeting:
  + Make progress on sub-committee deliverables.
  + Review updates and provide final recommendations for Instruction Manuals for Modules 2-4.
  + Develop DATA TF Conference Session details for NASCSP Annual Conference.
  + Develop T/TA recommendations for FY19 Module 3 Submission to align with OCS’ direction for community initiatives.
  + Determine DATA TF timelines and priorities for the end of this term.